AIR FORCE RESERVE DEPOT MAINTENANCE PROGRAM

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This instruction implements AFPD 21-1, Managing Aerospace Equipment Maintenance. It prescribes the roles, responsibilities and processes used to manage the Air Force Reserve (AFR) Depot Maintenance (DM) Program. Send any comments or suggested improvements on AF Form 847, **Recommendation for Change of Publication**, to Office of Air Force Reserve (HQ USAF/REX), 1150 Air Force Pentagon, Washington DC 20330-1150. This publication does NOT apply to the Air National Guard (ANG).

1. General. The goal of the AFR DM Program is to assure quality aircraft and equipment that are combat capable and ready for sustained military operations.

2. Purpose. The AFR DM Program provides an effective, cost efficient, combat ready capability by maintaining and repairing existing systems. The Depot Purchased Equipment Maintenance (DPEM) requirements include aircraft, engines, other major end items, exchangeables, area support, base support, local manufacture and aircraft storage. Contractor logistics support and sustaining engineering are also included in the DM program.

3. Program functions. The Air Force Reserve O&M Appropriation is 3740. These funds support AFR DM requirements which are validated and approved through the Program Objective Memorandum (POM), Budget Estimate Submission (BES), and President's Budget (PB). Other supporting processes include the Maintenance Requirements Review Board (MRRB), the Logistics Support Review (LSR) and the AFR DM Board. These processes provide orderly development, review and approval of depot maintenance needs and intervals for Air Force Reserve aircraft and engines.

4. Process. This process begins with identifying and programming resources sufficient to maintain the highest possible combat readiness of AFR aircraft and equipment possible. It continually evaluates and redirects planning, programming, budgeting, and execution of DM funds. The following steps ensure success:

4.1. The initial Depot requirements are determined by the Air Logistics Centers based on force structure, engineering requirements, flying hours and historical data.

The AFMC System Program Directors (SPD) outline the general technical requirements for their respective systems. The AFR program is refined and developed using the overall AF program with tailored requirements as identified by the AFRES weapon system manager through the AFRES DM program manager.

4.2. The MRRB reviews and validates aircraft technical requirements for the current and future fiscal years.

4.3. The AFR DM Board process supports the AFR POM and Financial Plan submissions.

5. Responsibilities:

5.1. AF/REX:

5.1.1. Assists USAF in the integration of AFR and AF requirements and is responsible for planning, programming, and budgeting resources at the Air Staff level.

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Certified by: AF/RE   (Brig Gen John A. Bradley)

Pages: 4/Distribution: F

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5.1.2 Provides program guidance, validates the AFRES submission, and supports the AFRES program through the service POM and budget process. REX then provides approved program direction and monitors execution.

5.1.3. Advise AF/RE in formulating equipment maintenance program policy.

5.1.4. Provide program guidance to AFRES.

5.1.5. Validate AFRES program submissions.

5.1.6. Support the AFRES program through the POM and budget process.

5.1.7. Coordinate program actions with the Air Staff and the Secretariat.

5.1.8. Provide program direction to AFRES.

5.1.9. Monitor program execution.

5.1.10. Coordinate with AF/LG to resolve specific program issues.

5.1.11. Review the AFRES financial plan.

5.1.12. Coordinate with AF/REC to release funds Obligation Budget Authority.

5.1.13. Incorporate AFRES requirements into the OP 30 and OP 80 exhibits and submit them to AF/REC.

5.2. AF/REC, as the O&M appropriation manager, will request AFRES/FM to prepare and submit an annual financial plan in May. AFRES/FM will work with AFRES/LG to provide prior year actual expenditures, estimated current year ending position, and a forecast of what is required for the budget year. This information will be presented by weapon system, program element and element of expense, with detailed explanations of the differences in dollar amounts between years. In addition, REC will request AF/REX to submit OP-30 and OP-80 exhibits. These exhibits will include non-financial data as well as backlog data and will require outyear data beyond the budget year.

5.2.1. AF/REC will:

5.2.2. Send a call for the financial plan to AFRES/FM in February.

5.2.3. Receive financial plan from AFRES/FM in May, review AFR DM portion and send to AF/REX for final validation/coordination.

5.2.4. Use the validated financial plan to develop the BES.

5.2.5. Allocate funds to AFRES as appropriated by Congress.

5.2.6. Work with AF/REX to adjust exhibits submitted during the BES for any changes during the Program Budget Decision (PBD) cycle. These adjusted exhibits will be used for the PB.

5.3. AFRES/LG is responsible for overall DM program management, execution, and POM preparation. AFRES/LG will identify, develop, and coordinate specific requirements with Depot Maintenance Business Area, Defense Business Operating Fund-Transportation (DBOF-T), and other support providers necessary to maintain maximum combat capability for USAFR aircraft, engines, and equipment.

5.3.1. AFRES/LG will:

5.3.1.1. Direct maintenance production, engineering, and management activities according to established policies, procedures and responsibilities.

5.3.1.2. Program resources required to perform equipment maintenance and to meet readiness and sustainability objectives. Request and justify additional resources or negotiate with AFMC or other supporting command for depot level support when shortfalls exist.

5.3.1.3. Develop and submit draft OP-30 and OP-80 inputs to AF/REX to support budget submission requirements.

5.3.1.4. Develop POM submission for AFRES/XP.

5.3.1.5. Identify, with AFMC or other supporting commands, the most effective levels of repair consistent with readiness, sustainability and cost.

5.3.1.6. Advise AFMC or other supporting commands to set up depot maintenance requirements. Work with them to develop maintenance and update programs.

5.3.1.7. Ensure accurate, complete and timely reporting of AFRES execution data.

5.3.1.8. Identify, develop, and coordinate specific requirements necessary to maintain combat capability for AFR aircraft, engines, and equipment.

5.3.1.9. Execute and manage the approved program as defined in AF program and budget directives.

5.4. AFRES/FM will provide technical support, documentation processing, coordination assistance, and advice to the AFRES/LG Program Manager.

5.5. The Air Force Reserve DM Program Manager is authorized and will use the appropriate document, i.e., AF Form 616, Fund Cite Authorization, AF Form 185, Project Order, or DD Form 448 Military Interdepartmental Purchase Request (MIPR) for requirements funded from OBAN 6298. AFRCAFO/FMF certifies availability of funds,, records commitments, obligation, expenditures, and maintains required supporting documentation.

6. AFR DM Board Process: The purpose of the AFR DM Board process is to provide overall DM program oversight, support the POM and Financial Plan processes and review program execution. It is supported by a cross-functional action officer working group and a cross-functional director level board.

6.1. The AFR DM Working Group will meet as needed to resolve cross functional DM issues.

6.1.1. MEMBERS: AFRES/LGQ, Chairman

6.1.2. AFRES/LGQR DM Program Manager

6.1.3. AFRES/LGM

6.1.4. AFRES/LGMA

6.1.5. AFRES/LGMS

6.1.6. AFRES/FM

6.1.7. AFRES/FM

6.1.8. AFRES/DOX

6.1.9. AFRES/XPR

6.1.10. HQ USAF/REXR

6.1.11. HQ USAF/RECB

6.1.12. HQ USAF/REOR

6.1.13. ADVISORS:

6.1.13.1. DM Funds Execution Manager

6.1.13.2. DM Budget Analyst

6.1.13.3. AFRES/LGM Weapon Systems Managers

6.1.13.4. AFRES/LGM Engine Manager

6.1.13.5. PROCESS: Nominal group techniques will be used to assure a quality process. Issues not resolved will be elevated to the AFRES DM Board.

6.2. The DPEM Board will meet as needed but at least annually to coincide with AFRES Budget Estimate Submission. It will provide overall DM program oversight, and resolve DM issues not resolved at AFRES DM Working Group.

6.2.1. MEMBERS:

6.2.1.1. AFRES/LG, Chairman

6.2.1.2. AFRES/FM

6.2.1.3. AFRES/XP

6.2.1.4. AFRES/DO

6.2.1.5. HQ USAF/REX

6.2.1.6. HQ USAF/REC

6.2.1.7. HQ USAF/REO

6.2.2. ADVISOR:

6.2.2.1. AFRES/LGQR DM Program Manager

6.2.2.2. PROCESS: Board resolution of DM issues will be by consensus; however, if consensus cannot be achieved and a voting method is required, nominal group techniques will be used to assure a quality process.

7. Metrics: AFRES/LGQ will provide DM execution metrics to the Program Monitor on a regular basis. This will insure all parties: (process owners, customers, and suppliers work) from a common data base. The type and frequency of measures will be approved by the Board.

ROBERT A. MCINTOSH, Maj Gen, USAF
Chief of Air Force Reserve

GLOSSARY OF ABBREVIATIONS AND ACRONYMS

Abbreviations and Acronyms

AFMC – Air Force Materiel Command
AFPD – Air Force Policy Directive
AFR – Air Force Reserve
AFRCAFO – Air Force Reserve Central Accounting and Finance Office
AF/REX – Directorate of Programs and Resources
BES – Budget Estimate Submission
DBOF-T – Defense Business Operations Fund-Transportation
DM – Depot Maintenance
DPEM – Depot Purchased Equipment Maintenance
LSR – Logistics Support Review
MIPR – Military Interdepartmental Purchase Request
MRRB – Maintenance Requirements Review Board
OBAN – Operating Budget Account Number
O & M – Operation and Maintenance
PB – President's Budget
PBD – Program Budget Decision
POM – Program Objective Memorandum
SPD – System Program Director